

**From:** Bowman, Randal  
**To:** [Stevenson, Jennifer](#)  
**Subject:** Re: Secretary's Monument Review  
**Date:** Friday, May 12, 2017 7:17:12 AM

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Great, thanks. I'll check about getting keys

On Fri, May 12, 2017 at 5:28 AM, Stevenson, Jennifer <[jennifer\\_stevenson@ios.doi.gov](mailto:jennifer_stevenson@ios.doi.gov)> wrote:

Hi Randy,

I wanted to give you an update. So far, we've had 839 comments come in and they've been posted. FDMS posts in batches, so if you look on [regulations.gov](#) you may not see all of them right away.

OFAS will be moving the furniture out of 5148 this morning. They'll also be bringing the tables and boxes that we've requested. My office mate, Julia Bennett, has the list of all of the monuments and will be making signs for the boxes.

I'll be out of the office today, but have access to my email and will be checking it. Please contact me if you need any assistance. My cell phone number is 540-424-3755.

Jennifer

**Jennifer Stevenson**  
OS Print Services Specialist  
US Department of the Interior  
Assistant Secretary for Policy, Management & Budget  
Office of the Chief of Staff  
Business and Administrative Division  
1849 C Street NW - Room 5013  
Washington, DC 20240  
Office (202)-208-3169

[jennifer\\_stevenson@ios.doi.gov](mailto:jennifer_stevenson@ios.doi.gov)

----- Forwarded message -----

From: **OFAS, Moving Services** <[moving\\_services@ios.doi.gov](mailto:moving_services@ios.doi.gov)>  
Date: Thu, May 11, 2017 at 10:25 AM  
Subject: Re: Secretary's Monument Review  
To: "Fox, Scotty" <[scotty\\_fox@ios.doi.gov](mailto:scotty_fox@ios.doi.gov)>  
Cc: "Nassar, Joe" <[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)>, James Delp <[james\\_delp@ios.doi.gov](mailto:james_delp@ios.doi.gov)>, Gregory Bennett <[gregory\\_bennett@ios.doi.gov](mailto:gregory_bennett@ios.doi.gov)>, "Butler, John" <[john\\_r\\_butler@ios.doi.gov](mailto:john_r_butler@ios.doi.gov)>, "Gately, Mariane M." <[Mariane\\_M\\_Gately@ios.doi.gov](mailto:Mariane_M_Gately@ios.doi.gov)>, Richard Farr <[richard\\_farr@ios.doi.gov](mailto:richard_farr@ios.doi.gov)>, Brian Scott <[brian\\_scott@ios.doi.gov](mailto:brian_scott@ios.doi.gov)>, "Stevenson, Jennifer" <[jennifer\\_stevenson@ios.doi.gov](mailto:jennifer_stevenson@ios.doi.gov)>

You are on the schedule for 8:30am 12 May 2017.

v/r

Albert

On Thu, May 11, 2017 at 9:58 AM, Fox, Scotty <[scotty\\_fox@ios.doi.gov](mailto:scotty_fox@ios.doi.gov)> wrote:

Team,

Please schedule Joe's request in the the email below for 8:30 tomorrow(5/12/17) morning. The 9:00 am Delp/Gasser job can taken care once you finish joe's request.

Respectfully,

Scotty Fox

On Thu, May 11, 2017 at 9:33 AM, Nassar, Joe <[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)> wrote:

The room we are going to let them use is 5148 (double-bay up in 5100 west). Here's what we need to do TOMORROW:

- 1) Move the furniture currently in 5148 either to surplus or just dump it in 5150.
- 2) Take 3 6' tables and set them up in 5148 (back wall for now).
- 3) Find 8 chairs and place them against other walls in 5148.
- 4) Take up 50 of our moving boxes and place them in 5148.

Thanks

Joe Nassar

Director, Office of Facilities and Administrative Services

Department of the Interior

Office: 202-208-5617

Cell: 202-436-2041

[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)

For more information, visit our website at: <http://www.doi.gov/ofas>

On Thu, May 11, 2017 at 7:48 AM, Fox, Scotty <[scotty\\_fox@ios.doi.gov](mailto:scotty_fox@ios.doi.gov)> wrote:

Gentlemen,

Jennifer returned my call this morning and she has a 9:30 meeting with Randy and after the meeting she will be call me to let me know what room or room they will to be using.

Respectfully,

Scotty Fox

On Wed, May 10, 2017 at 1:49 PM, Nassar, Joe <[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)> wrote:

Randy,

Since space is extremely tight right now and I would prefer not needing to find an area to store the furniture from 5013, could I offer another option? We are in the process of moving people out of 2 offices on the first floor (should be done by Friday). The rooms are 1041 and 1043. Combined, they are about 310 square feet and we can get tables and chairs in there easily.

Will that work for you? Thanks

Joe Nassar  
Director, Office of Facilities and Administrative Services  
Department of the Interior  
Office: 202-208-5617  
Cell: 202-436-2041  
[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)

For more information, visit our website at: <http://www.doi.gov/ofas>

On Wed, May 10, 2017 at 6:55 AM, Bennett, Gregory  
<[gregory\\_bennett@ios.doi.gov](mailto:gregory_bennett@ios.doi.gov)> wrote:

**Randy**, I will have Scotty Fox contact Jennifer to work out the details on the furniture move and finding some tables and chairs - he can figure out something with Jennifer on where to put the existing furniture - not sure we have space either. If they need keys to the room they can work that out with Jennifer as well.

**Mariane**, note that the Break out Room is not working for Randy so it's back in your inventory.

**Taunya**, note the mail delivery room for this special project and let Helen and team know.

On Tue, May 9, 2017 at 4:35 PM, Bowman, Randal  
<[randal\\_bowman@ios.doi.gov](mailto:randal_bowman@ios.doi.gov)> wrote:

The breakout room is just too small, I'm afraid, and if we tried to use what was the waiting room there we would be disrupted by people using the N Penthouse and vice versa.

Fortunately, PMB has volunteered a room that is large enough, the main part of 5013. Jenifer Stevenson, who is their regulatory person and already helping with this process, and another employee occupy the interior, smaller room there, but the main room is unoccupied. Acting A/S Holly has approved our use of it. Sometime in the next few days, could you arrange to have the furniture there (mostly cubicle-type desks) moved to somewhere - it seems new, so we will need to move it back in 4 months when this process is concluded - and bring in perhaps 3 long tables and chairs. Jennifer can provide guidance on that if I am unavailable - and I will be off tomorrow, for likely the last time in quite a while. This does not need to be done until the middle of next week. This room is where the public comment mail from the "MS 1530" will be delivered, and that

delivery can start once the tables are set up.

Thanks again for all your help with this.

On Mon, May 8, 2017 at 2:37 PM, Hershfeld, Michael <[michael\\_hershfeld@ios.doi.gov](mailto:michael_hershfeld@ios.doi.gov)> wrote:

Randal,

There is no code for the lock. I spoke with Thomas Sutterfield, Physical Security Specialist, and he needs the names and email addresses of those who want their ID badges set up for access to the cypher-lock at NPH Breakout Room A. Thomas will assist in setting up badge access.

Regards,  
Mike



Michael Hershfeld, CTS  
Team Leader  
Audio Visual Production Specialist  
U.S. Department of the Interior  
Conference and Special Events Branch  
Office of Facilities and Administrative Services

Office: 202-208-4572  
iPhone: 202-369-7491  
Fax 202-208-2350

For more information visit our website at: <http://www.doi.gov/ofas>

On Mon, May 8, 2017 at 2:23 PM, Bowman, Randal <[randal\\_bowman@ios.doi.gov](mailto:randal_bowman@ios.doi.gov)> wrote:

Mike, how about 3:30 today - or will you send it by email?

On Fri, May 5, 2017 at 2:03 PM, Nassar, Joe <[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)> wrote:

A few things Randy,

1) I know Greg provided our mailstop (MS-1530) and OCIO gave you the phone number (208-1906).

2) The room we have set aside for your team will be in the North Penthouse. It is labeled as Breakout Room A. It has a cypher-lock on the door so when you are ready, let Mike Hershfeld know (he is cc'd on this email) and he can get you code.

3) Could you let us know what we should expect to see on the address lines for this mail? In other words, what are putting into the Fed Register as the mailing address (aside from the mailstop we provided)?

Thanks

Joe Nassar

Director, Office of Facilities and Administrative Services

Department of the Interior

Office: 202-208-5617

Cell: 202-436-2041

[joseph\\_w\\_nassar@ios.doi.gov](mailto:joseph_w_nassar@ios.doi.gov)

For more information, visit our website at: <http://www.doi.gov/ofas>

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Greg Bennett, Chief  
Administrative Services Division  
Office of Facilities and Administrative Services  
Office of the Secretary  
U.S. Department of the Interior  
Office: (202) 513-0831  
[Gregory\\_Bennett@ios.doi.gov](mailto:Gregory_Bennett@ios.doi.gov)

<http://www.doi.gov/ofas>

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Scotty L.Fox Jr

Supervisory Property Management Specialist

US Department of the Interior

Office of Facilities and Administrative Service

1849 C Street N.W. Room 1746

Washington, DC 20240

Office (202) 208-1377

Cell (202) 345-8983

[scotty\\_fox@ios.doi.gov](mailto:scotty_fox@ios.doi.gov)

Please visit the OFAS Website: <http://www.doi.gov/ofas>

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Scotty L.Fox Jr

Supervisory Property Management Specialist

US Department of the Interior

Office of Facilities and Administrative Service  
1849 C Street N.W. Room 1746  
Washington, DC 20240  
Office (202) 208-1377  
Cell (202) 345-8983  
[scotty\\_fox@ios.doi.gov](mailto:scotty_fox@ios.doi.gov)

Please visit the OFAS Website: <http://www.doi.gov/ofas>